



**Tony Evers, Governor**  
**Dawn B. Crim, Secretary**

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January 14, 2020

Ellen Carter, Town Clerk  
Town of Kingston, Juneau County  
P.O. Box 371  
Necedah, WI 54646

Re: Town of Kingston Jurisdiction Request for Uniform Dwelling Code Permitting and Inspecting

Dear Ellen Carter,

I am pleased to inform you that your municipality has met all the requirements under the provisions of Wis. Admin. Code §§ SPS 320.06(1) and SPS 327.06(1) to exercise jurisdiction over the permitting and inspecting of one- and two-family dwellings pursuant to Wis. Stat. § 101.63(1).

As a condition of the delegation, you are required to comply with the following:

- Provide the Department with a copy of any revisions to your municipality's ordinance
- Employ or contract with certified uniform dwelling code (UDC) inspectors
- Correct the typo error in section 1.1 referring incorrectly to S. 202.65. Please amend to reflect the correct statutory chapter, S. 101.65.

If your municipality chooses to relinquish jurisdiction, then please follow the provisions of Wis. Admin. Code § SPS 320.06(1)(c)3 by providing the Department with a 30-day notice prior to the day upon which your municipality intends to relinquish jurisdiction.

Our UDC consultant for your area, Robert "Lenny" Kanter at (608) 261-6541, is available to assist in any questions or concerns your municipality may have with implementing permitting and inspecting services for dwellings or camping units.

The Division of Industry Services looks forward to working with you.

Sincerely,

Michael D. McNally Jr.  
Section Chief, UDC and Camping Units Program

cc: Garry Krause, Bureau Director, Technical Services Bureau  
Robert "Lenny" Kanter, UDC Consultant, Technical Services Bureau